



UNIVERSITY OF TRENTO - Italy

Call for applicants to the PhD Programme in International Studies
Academic Year 2015-16 (31st cycle)

N.B. Please note that only the Italian version of the present call issued with Rector's Decree n. 246 of April, 29 2015 is legally binding; the English version is provided for information only.

THE RECTOR

Considering Law n. 210 of 3 July 1998 and in particular art. 4, as modified by art. 19, par. 1 of Law n. 240 of 30 December 2010;
Considering Ministerial Decree n. 45 of 8 February 2013 regarding the procedures for the accreditation of institutions, doctoral programmes and the criteria for new courses by accredited bodies, in particular art. 3 ('Accreditation of programmes and institutions');
Considering the Council of Ministers' President's Decree of 9 April 2001 and subsequent amendments and integrations, which determine the criteria for guaranteeing equal access to third level education;
Considering the University of Trento's Statute, approved by Rector's Decree n. 167 of 23 April 2012, and in particular art. 28;
Considering the Trento University Regulations for Doctoral Courses, approved by Rector's Decree n. 383 of 4 July 2013 and subsequently amended by Rector's Decree n. 160 of 18 March 2014;
Considering the proposal presented by the School of International Studies on 30 September 2013;
Considering the report by the Internal Evaluation Unit of 12 December 2013 detailing the prerequisites for the proposed Doctoral Courses;
Considering the resolution approved by the Academic Senate on 26 November 2014;
Considering the decision made by the Academic Senate on 25 February 2015 regarding the formulation of admission rankings and the definition of procedures for assigning scholarships reserved for specific topics, as well as the introduction of a new category with reserved places;
Considering that, with Decree n. 687 of 20 August 2014, the Ministry of Education, University and Research (MIUR) granted accreditation for the Doctoral Programme in International Studies with effect from the cycle activated in the 2014-2015 academic year;
Considering the guidelines on the accreditation process for 2015-2016 PhD Programmes, announced by Ministerial note on 13 March 2015;
In consideration of the Academic Senate's decision on 25 March 2015, the University of Trento has decided not to defer issuing the calls and related selection procedures in order to pursue recruitment from an international arena.

STATES

Art. 1 – COMMENCEMENT

The 31st cycle of the PhD Programme in International Studies will commence in the academic year 2015/2016 at the University of Trento.
The PhD Programme is partially funded by the Fondazione Cassa di Risparmio.

Applications are therefore welcomed for:

Places: n. 5

Scholarships: n. 5

The scholarships are funded as follows:

- 4 scholarships funded by the University of Trento;
- 1 project specific scholarship funded by the Fondazione Bruno Kessler (FBK), focused on "International Politics and Conflict Resolution".



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One **supernumerary** postgraduate research position is available for a candidate who fulfils the requirements set out in art. 20, par. 3 of the University Regulations regarding PhD Programmes.

Deadline for applications: 4 June 2015, 16:00 Italian time

Duration: 3 years

Official language of the PhD Programme: English. However, all PhD students are encouraged to learn Italian during their studies.

Coordinator: Prof. Jens Woelk - Phone + 39 0461 283877
email: jens.woelk@unitn.it

PhD Programme Webpage: <http://web.unitn.it/en/drsis>

Announcement Webpage: <http://www.unitn.it/en/ateneo/1946/announcement-of-selection>

Start of the Academic Year: 1 November 2015

For further information about the reserved scholarship visit the webpage:
<http://www.unitn.it/en/drsis/34963/topic-specific-scholarships>

While considerable freedom is naturally given to PhD students in the research they carry out for their theses, it is expected that they adopt a multidisciplinary approach and that they focus on the thematic areas identified by the PhD Programme Committee.

The 31st cycle will focus particularly on issues related to 'Sovereignty, Democracy and Crisis'; themes which can therefore be taken as inspiration for students' research proposals.

This thematic focus will be explored in various research projects and teaching activities. It will be addressed from multiple disciplinary perspectives (sociology, politics, law, economics and history) and will be expressed through analysis of various issues (e.g. economic-financial crises, the evolution of European integration, participative democracy, socio-economic development models).

The number of places funded by scholarships and/or covered by internship contracts or other forms of financial support may be increased, should financing from other universities, public research bodies or private organizations be made available after publication of this announcement and before candidate interviews. Any increase in the number of scholarships or other means of financial support shall result in a corresponding increase in the total number of available places. Any such increase will be published on line at <http://www.unitn.it/en/ateneo/1946/announcement-of-selection>.

Art. 2 – THE PHD PROGRAMME

The PhD Programme in International Studies adopts a vigorously interdisciplinary approach: it provides a solid common foundation in the disciplines that lie at the core of international studies (particularly in law, economics, sociology and politics) and includes further specific training in the main subject area within which each student's thesis falls.

COURSES

1st YEAR

In the first semester of the first year, all PhD students are required to attend no fewer than 90 hours of lessons, distributed among the following courses:

- Academic Writing for International Studies
- Qualitative Research Methods in International Studies
- Quantitative Research Methods in International Studies



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- 1st part of the series of lessons on *European Integration Studies*
- Guest lectures organized by the School of International Studies and initiatives by other departments

In the second semester of the first year, all PhD students are required to attend no fewer than 50 hours of core lessons, distributed among the following:

- Academic Writing: **Proposal Writing** for International Studies
- 2nd part in the series of lessons - *International Studies*
- Guest lectures organized by the School of International Studies and initiatives by other departments

2nd YEAR

In the second year, PhD students have to attend no fewer than 20 hours. They will attend:

- Academic Writing **Tutoring**: How to write a literature review
- Guest Lectures organized by the School of International Studies and initiatives by other departments

3rd YEAR

In the second semester of the third year, PhD students have to attend no fewer than 20 hours. They will attend:

- Academic Writing: Dissertation Writing **Workshop**
- Thesis Seminar

During the three-year period, the PhD students organize a seminar with their supervisor about the theme of their research. They will also be encouraged to take part in University initiatives regarding plagiarism, Open Access, thesis submission, etc.

PERIODIC REVIEW PROCESS

Each student's admission onto the second and then third year of the programme has to be approved by the PhD Programme Committee.

In order to be admitted to the second year, PhD students must:

- attain at least a pass grade in each of the first-year courses;
- receive a satisfactory review from the project supervisor on the research and its presentation at the Graduate Student Conference.

In order to be admitted to the third year, PhD students must:

- gain their supervisor's formal approval of a chapter of the thesis (usually the Literature Review) due before leaving for the period of research abroad;
- receive a positive assessment of research carried out during the fourth semester from the supervisor by the end of September of their second year.

RESEARCH ACTIVITY

In the **second and the third year**, PhD students are required to spend a **prolonged period abroad for research and study**. For periods longer than six consecutive months, approval by the PhD Programme Committee is required.

PhD students will submit a report on their research activities by the end of August of the second year and within a month of their return in any case.

The **third year** will be dedicated primarily to further research in preparation for writing up of the thesis.



Art. 3 – ADMISSION REQUIREMENTS

Applications for admission to the PhD Programme described in the previous article are accepted from candidates (regardless of gender, age, religion or nationality), who hold an Italian Laurea Magistrale according to Ministerial Decree no. 270 of 22 October 2004, equivalent degree, second level degree awarded by an Italian “AFAM” Institute (Artistic and Musical Higher Education) or a university Master’s Degree awarded abroad and considered suitable by the PhD Admissions Committee.

The preferred disciplines are Economics, Law, Political Science and Sociology, as well as Humanities, History and Philosophy, or other disciplines related to International Studies.

Applications are also accepted from candidates who expect to obtain their Master’s Degree or equivalent by **31 July 2015**. In this case, applicants must attach the following to the relevant sections in their application on line:

- a certificate of enrolment, with examinations taken and grades awarded (EU citizens who have obtained their degree from a public academic institution in a member state of the European Union may provide an alternative substitute self-declaration as allowed for by art.46 of the Presidential Decree n. 445 of 28 December 2000, using [Form A](#));
- a statement from the thesis supervisor or head of department declaring that the expected date the Master’s degree will be awarded is prior to **31 July 2015**.

Admission to the course for a successful candidate yet to be awarded their Master’s will be subject to confirmation. The candidate shall provide the ‘PhD Office - Cognitive, Social Sciences and Humanities’ (email: phd.office-cssh@unitn.it; fax n. + 39 0461 282191) with a certificate attesting to their qualification upon penalty of exclusion. EU citizens who have obtained their degree from a public academic institution in one of the member countries of the European Union may provide a self-declaration as allowed for by the Presidential Decree n. 445 of 28 December 2000, using Form A. Confirmation must be sent by **4 September 2015**.

Art. 4 – FOREIGN QUALIFICATIONS

Foreign qualifications must be equivalent to the Italian ‘Laurea Magistrale’ (Master’s Degree), in terms of duration, level and subject area¹. The Admissions Committee will determine their eligibility.

Candidates who hold a foreign academic qualification that has not been declared equivalent² to an Italian degree can request that their qualification be recognized as eligible as part of their on-line application, by attaching the following documents:

- certificate of the foreign academic qualification with the list of examinations and related marks (EU citizens who have obtained their degree from a public academic institution in one of the member countries of the European Union may provide a self-declaration as allowed for by the Presidential Decree n. 445 of 28 December 2000, using the [Form A](#));
- translation into English (if not in English already) of the degree certificate with exams, grades obtained, signed by the applicant, to enable the Admissions Committee to evaluate its suitability, for the sole purpose of admission to the selection process for this cycle;
- any other documentation deemed useful for evaluating the admissibility of the academic qualification possessed for participation in the selection process (Diploma Supplement³ or Declaration of Value⁴).

The eligibility of a foreign degree will be assessed by the Admissions Committee, following the rules in force in Italy and the country where the degree was awarded and in accordance with the relevant international treaties and agreements concerning the recognition of academic degrees for continuation of studies.

The Admissions Committee will publish a list of candidate application IDs whose academic degree has been

¹ For further information on the Italian university system visit <http://www.study-in-italy.it/study/new-degrees.html>

² For further information: <http://www.cimea.it/default.aspx?IDC=134>.

³ The Diploma Supplement accompanies a higher education diploma, providing an improvement in international “transparency” and a promotion of the academic and professional qualifications obtained (diploma, degrees, certificates, etc.). The Diploma Supplement must be issued by the same institution that issued the qualification. Further information at: http://ec.europa.eu/education/tools/diploma-supplement_en.htm.

⁴ Further information at: <http://www.cimea.it/default.aspx?IDC=118>; <http://www.studiare-in-italia.it/studying/info-07.html>; <http://www.cimea.it/default.aspx?IDC=176>.



considered **non-eligible** for the admission selection at: <http://www.unitn.it/en/ateneo/1946/announcement-of-selection>. Candidates are therefore strongly recommended to take careful note of the application ID generated by the system once they have finished their on-line application. Appearance of your ID number on this list serves as official notification of exclusion from the current selection.

Successful applicants holding a foreign qualification must present the following documents to the 'PhD Office - Cognitive, Social Sciences and Humanities' (email: phd.office-cssh@unitn.it; fax n. + 39 0461 282191), **by 1 November 2015**:

- the Declaration of Value⁵, along with the certificate of the foreign degree listing examinations and grades, translated and authenticated by the Italian Diplomatic mission or consulate in the country where the issuing institution is located. The Declaration of Value shall certify both that the foreign qualification is valid in the country where the issuing institution is located and that it grants access to an academic course equivalent to the PhD (third level of higher education as established in the *Bologna Process – European Higher Education Area*);
- or, rather than a Declaration of Value, a Diploma Supplement can be provided. It must be in English and in the format established by the European Commission, the Council of Europe and UNESCO/CEPES.

Art. 5 – APPLICATION

The application is an on-line procedure and has two stages:

1. candidates first need to register on the University website (<http://www.unitn.it/en/account>) to obtain a username and password to access the UniTn reserved area. Candidates should allow up to 2 working days for their registration to be processed;
2. they then need to complete the on-line application (preferably in English) and upload all the required attachments, using the link <http://www.unitn.it/en/apply/dott>.

Participation in the selection process is subject to the payment of a non-reimbursable application **fee of €15.00**, payable **by credit card** as indicated in the appropriate section of the application on line ('Selection participation fee').

The deadline for submission of the on-line application is **4 June 2015, 16:00 Italian time**. **Candidates are recommended to check that they have received an email confirming that their application has been successfully completed and submitted.**

The administration is not responsible for any on-line applications improperly closed by candidates.

It is the responsibility of candidates to check that the procedure has been concluded correctly.

Candidates are strongly recommended to submit early applications and not to wait until the last minute.

The University shall not be held responsible for any malfunctions due to technical problems and/or overloading of lines of communication and/or of the application systems, nor for the loss of communications due to incorrect address details or a candidate's lateness in communicating any changes of address, nor for any other problems or delays caused by third parties, unexpected occurrences or unforeseeable circumstances.

For all purposes in law, the application is considered to be a self-declaration of personal details and information provided.

The candidate is wholly responsible for ensuring that his/her application is complete and correct. Incomplete or irregular applications, missing attachments, non-payment of the participation fee, or applications transmitted in ways other than those set out in this article, shall not be considered valid and will consequently be excluded from selection process.

Following formal verification, the ID list of candidates not admitted to the selection process will be published on the University website at: <http://www.unitn.it/en/ateneo/1946/announcement-of-selection>. Appearance of your ID number on this list serves as official notification of exclusion from the current selection.

⁵ Should the Declaration of Value not be available by the given deadline, the candidate has to produce evidence of the request to the Diplomatic mission. The candidate has to provide the original Declaration of Value as soon as available.



Admission to the selection procedure is **conditional** upon a candidate fulfilling the admission requirements.

The University of Trento is entitled to sample-check such requirements, as per art. 71, and subsequently Law n. 445 of 28 December 2000. A candidate whose application is discovered not to meet the admission criteria may be excluded at any time. They will be given written notice to this effect, including an explanation of the decision.

In accordance with Law 104/92, art. 20 and Law 68/99, art. 16, paragraph 1, disabled candidates or those with learning disabilities may request, in their on-line application, any necessary additional support or time required in order to undergo an interview. All personal data will be treated in accordance with the privacy criteria set out by the Legislative Decree 196/03, 'Data protection code'.

OBLIGATORY ATTACHMENTS (candidates will be excluded from the selection process if one or more of the obligatory attachments are missing):

1) ID document:

Copy of identity card (for EU citizens) or passport, in particular of the pages that include the photo, personal details, number, date and place of issue, expiry date;

2) Academic documents

• **for candidates holding an Italian qualification:**

Self-declaration using the appropriate form as per art. 46 of the Law n. 445 of 28 December 2000 and subsequent amendments (drafted using the attached Form A), stating that the candidate holds the academic qualification (art. 3 of this announcement), the degree classification⁶, the degree date, the issuing university, the final grade, the list of examinations with dates and marks attained;

• **for candidates holding a foreign qualification:**

An academic certificate with the list of examinations and marks attained or equivalent certification, as per art. 4 of this announcement. If the academic qualification has not been officially recognised as equivalent⁷ to the Italian qualification, an English translation of the certificate (if not in English already) with the list of exams and marks attained must be provided. The candidate has to sign the translation, thus vouching for its accuracy. Alternatively, a translation of the degree certificate and grade transcript, authenticated by an Italian embassy or consular representative in the country where the issuing university is located, together with the Declaration of Value, can be provided. This will allow the Admissions Committee to evaluate the eligibility of the certificate, for the sole purpose of participation in this admissions process. Candidates are strongly advised to attach the Diploma Supplement⁸ or an equivalent document, if available;

• **for candidates who have yet to be awarded their degree at the time of applying and who are therefore only provisionally admitted:**

- an enrolment certificate listing exams taken and marks attained (for EU citizens who will obtain their degree from a public academic institution in one of the member countries of the European Union a self-declaration, using **Form A**, is sufficient, as provided by Presidential Decree n. 445 of 28 December 2000 and subsequent amendments);
- a letter signed by their thesis supervisor stating that the candidate will obtain their academic title by **31 July 2015**.

3) curriculum vitae in English;

4) a short research proposal in English (max. 4 pages – 2000 words, excluding any bibliography). Each candidate can only submit one proposal, which must include a title and an abstract (max. 150 words).

Candidates are advised to consult the list of International Studies' teaching staff and their respective research topics at <http://web.unitn.it/en/ssi/10419/who-who> and then indicate a potential PhD supervisor in their research proposal.

⁶ For further information visit <http://hubmiur.pubblica.istruzione.it/web/universita/offerta-formativa/classi-di-laurea-magistrale>

⁷ For further information visit <http://www.cimea.it/default.aspx?IDC=134>

⁸ The Diploma Supplement accompanies a higher education diploma, providing an improvement in international "transparency" and a promotion of the academic and professional qualifications obtained (diploma, degrees, certificates, etc.). The Diploma Supplement must be **issued** by the same institution that issued the qualification. Further information at: http://ec.europa.eu/education/tools/diploma-supplement_en.htm



5) a short statement of purpose (max. 500 words) outlining their reasons for undertaking doctoral research and for choosing International Studies at the University of Trento;

6) an international certificate attesting the candidate's **knowledge of English** at C1⁹ level or higher in the Common European Framework of Reference for Languages (CEFR).

Candidates who are mother-tongue speakers of English must attach a self-declaration attesting this is the case.

Candidates who have completed a Bachelor's or Master's Degree course taught entirely in English are requested to attach evidence thereof; a link to the relevant University's webpage where the official course language is specified should also be included.

In the absence of such certificates or statements, candidates can submit a declaration¹⁰ made by the company or organization for which they have worked, stating that they have at least two years of full-time or equivalent overseas or international experience, and that English is the language of communication in that company or organization.

OPTIONAL ATTACHMENTS:

- list of **scientific publications** (if applicable);
- any **other qualifications**, such as international examinations (GRE or equivalent);
- any other documents which help demonstrate the candidate's research skills (awards, scholarships, post-graduate study and research, etc.);
- **up to two letters of introduction** in English.

Candidates can nominate two referees. Within 24 hours of the candidate completing and saving the referee section, the system will send an automatically generated email to each referee, giving instructions on how to complete and return the form.

Candidates are advised to check with their referees to make sure that their references are uploaded onto the website by **9 June 2015**.

If the candidate needs to upload further documents after completing their on-line application and closing the procedure, they are required to deliver these **by 4 June 2015** to the following email address: ateneo@unitn.it (stating in the email's subject field: "Application ID – Surname and Name – PhD Programme in International Studies – 31st cycle – supplement to application"). Additional material will only be accepted if sent by the method specified.

Art. 6 – ADMISSIONS COMMITTEE AND SELECTION PROCEDURE

The Admissions Committee is appointed by the Rector after consultation with the PhD Programme Committee. It is composed of three members chosen from among the university's permanent professors and researchers, including non-Italians, from the academic fields related to the PhD Programme.

The Committee may also include a maximum of two other experts, of any nationality, selected from either public or private research institutes.

The selection is based on:

- an **assessment of qualifications** (see Art. 5 of this announcement) in accordance with the criteria established by the Admissions Committee;

⁹ e.g. IELTS minimum band score of 7 on each of the 4 modules of the academic version; Cambridge CAE (minimum grade B) or CPE; TOEFL IBT minimum score of 110; Pearson Test of English (PTE) Academic minimum score 76.

¹⁰ EU citizens may use a self-declaration as per Law no. 445, 28/12/2000, and subsequent amendments.



- an **interview** for candidates whose academic qualifications pass the assessment (with at least 48/80) to evaluate:
 - the extent of the candidate's knowledge in the area of their proposed research;
 - their competence in English;
 - in the case of candidates competing for the scholarship focused on 'International Politics and Conflict Resolution', their knowledge of the specific topic of the scholarship (they must express their interest in the online application).

Candidates who intend to compete also for the topic-specific grant, indicated in the article n.1 of this call, must express their interest in the application on line and will be evaluated on the knowledge of the specific subject matter(s) of that grant. The option for a topic-specific grant expressed by a candidate implies the preference of the candidate for the award of that specific scholarship with respect to all others.

Candidates may also opt for topic-specific grants made available after the deadline of this call. In order to be considered for the additional topic-specific grant/s, the candidates must express their intention to the Committee before the oral exam during the identification process.

The Admissions Committee awards a maximum of **200** points:

- **80** points for qualifications;
- **120** points for the interview.

Candidates require a score of at least 48/80 points for their qualifications in order to be offered an interview.

Results following the qualifications assessment stage will be published at:

<http://www.unitn.it/en/ateneo/1946/announcement-of-selection>.

The chosen candidates will be listed using their application ID numbers.

Candidates are therefore requested to take careful note of the application ID generated by the system once they have finished their on-line application.

Information regarding interviews – times, date and venue – will be made available with at least 20 days notice at: <http://www.unitn.it/en/ateneo/1946/announcement-of-selection>.

Candidates unable to attend their interview in person - whether because they reside abroad, or because of serious obstacles - may request a remote interview via video-conference in their on-line application. The candidates concerned must carefully fill in the relevant section of the on-line application ('remote interview') and identify a suitable location, at either a university or a diplomatic mission, and nominate an official who can formally confirm the candidate's identity before the interview.

Remote interviews are subject to the Admissions Committee's approval and to a prior technical feasibility check.

Candidates who obtain a minimum score of 72/120 points are considered to have passed the interview.

Once the interview process has been completed, the Committee will finalize their candidate ranking, combining the points assigned for qualifications with those for interview.

Scholarships are awarded to candidates on the basis of their position in the final ranking.

Scholarships for topic-specific PhD places are awarded according to position in the ranking and the number of scholarships available. The Admissions Committee's evaluation of a candidate's suitability based on his/her educational profile is a decisive factor in the allocation of these scholarships.

Non-allocation of such scholarships results in a reduction in the number of places available.

The ranked list (again using candidates' application IDs) will be published on the website at:

<http://www.unitn.it/en/ateneo/1946/announcement-of-selection>.



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Publication of this ranked list means that notification has been carried out officially.

Successful candidates will **not** receive any personal notification, since the ranked list of candidates will be posted on the website.

Art. 7 – ADMISSION TO THE PHD PROGRAMME AND ACCEPTANCE OF OFFER

Candidates will be admitted to the PhD Programme according to their position in the ranking, until all available places are filled.

Should two candidates obtain the same score:

- as regards the awarding of the scholarship, the candidates' economic situations shall be the deciding factor, in accordance with the criteria established by the Law of 9 April 2001 and subsequent amendments and integrations;
- when neither candidate has applied for a scholarship, the younger of the two candidates will be selected.

Should a successful candidate withdraw before the beginning of the course (November 1st 2015), the next candidate in the ranking will be admitted; for topic-specific scholarships, suitability is a decisive factor.

Such a candidate will be expected to accept the offer within **8 days** of receipt of communication from the relevant University Office ('PhD Office - Cognitive, Social Sciences and Humanities').

If a successful candidate withdraws or is excluded within the first three months of the first year, the PhD Programme Committee may decide to offer their place to the next candidate on the shortlist.

In accordance with art. 20, par. 3 of the University Regulations regarding PhD Programmes, the Admissions Committee can admit **one extra candidate**, further to the number of places initially announced, providing that the candidate has been shortlisted and without granting a university scholarship. Such a supernumerary candidate must belong to one of the following categories:

- a) shortlisted non-EU candidates who are granted scholarships by other entities;
- b) shortlisted candidates from countries which have specific inter-governmental agreements with Italy, and subsequently make a special agreement with the University, without the University of Trento being required to assume any financial obligations;
- c) be a research fellow at the date of the beginning of the PhD programme and be researching a subject relevant to the PhD Research Programme; such relevance to be determined by the PhD Programme Committee;
- d) be employed in the public sector or state legal system. Admission is dependent on candidates being given leave of absence or exceptional leave, in accordance with article 2 of the Law of 13 August 1984, n. 476 and subsequent revisions.

Neither public employees who have already been awarded PhDs, nor those who have been enrolled on a PhD Programme for at least one academic year (having been granted exceptional leave), are entitled to exceptional leave, either with or without research grants, whatever their subject area.

The final shortlist will be published at: <http://www.unitn.it/en/ateneo/1946/announcement-of-selection>. Successful candidates then have **8 days** in which to accept the PhD place offered by completing the form downloadable from: <http://www.unitn.it/en/ateneo/2696/enrolment-and-extension> and sending it to the following address, via email or fax¹¹:

Università degli Studi di Trento
PhD Office - Cognitive, Social Sciences and Humanities
Via Verdi, 26 – 38122 Trento (ITALY)
Email phd.office-cssh@unitn.it – fax +39-0461-282191

¹¹ In case of modifications to the procedure set out in this article, the *Doctorate Office – Humanities Area* will immediately inform successful candidates who have accepted the offer.



Where applicable, the payment receipt of the local [education tax \(TDS\)](#) must be attached to the enrolment form.

In the enrolment form, the successful applicants declare:

- whether or not to request payment of the scholarship (even applicants who have not been awarded a scholarship according to the short list, can nevertheless tick this option in order to benefit should someone entitled to one withdraw)
- whether or not they have been awarded a grant other than the ones in the announcement, financed by the Italian Ministry of Foreign Affairs or by another institution of the Italian Government;
- whether or not they have been awarded a scholarship in the past, even for one year only, for a Doctorate in Italy;
- that they are not already enrolled and undertake not to enrol in any other programme for a diploma, degree, an Italian "Scuola di Specializzazione", Doctorate or Master's course, whether of the 1st or the 2nd level in Italy or similar educational courses abroad, for the duration of this Doctoral Programme; if this is the case, the applicant undertakes to withdraw from such a course before the start of the Doctorate;
- whether or not they are an Italian public employee;
- that they undertake to request authorization from the Doctoral Programme Committee for any extra-curricular work activity in advance;
- that they will communicate any change of residence/address to the Doctorate Office immediately;

Successful candidates with foreign academic qualifications are required to provide the University of Trento PhD Office - Cognitive, Social Sciences and Humanities (email phd.office-cssh@unitn.it – fax +39 0461 282191) with the following by **1 November 2015**:

- the Declaration of Value together with the foreign degree certificate listing examinations and grades translated and authenticated by the Italian Diplomatic mission or consulate in the country where the issuing institution is located. The Declaration of Value shall certify that the foreign qualification is valid in the country where the issuing institution is located and that it grants access to an academic course equivalent to the PhD Programme (third level of Higher Education, as defined by the *Bologna Process – European Higher Education Area*) ;
- or, rather than a Declaration of Value, a Diploma Supplement can be provided. It must be in English and in the format established by the European Commission, the Council of Europe and UNESCO/CEPES.

Successful candidates who fail to submit their acceptance within **8 days** of the final ranking being published on the webpage <http://www.unitn.it/en/ateneo/1946/announcement-of-selection> lose their right to enrol. Their places will be made available to other eligible candidates, in order of their position on the shortlist.

Candidates who wish to take advantage of the supernumerary position also have 8 days following publication of the ranking in which to request enrolment and present the necessary documentary evidence of their eligibility.

Supernumerary enrolment is subject to the number of places specified in article 1 in accordance with the final ranking.

Art. 8 – ENROLMENT

Registration on the doctorate course for the successful candidates, who have accepted their places according to the procedures in the previous article, will automatically be formalized as soon as the Ministry of Education, University and Research sets out the requirements for PhD Programmes for the 2015-2016 academic year.

Should accreditation not be given, candidates who have accepted places will be notified immediately via email and the local education tax (TDS) will be refunded.



Art. 9 - SCHOLARSHIPS

Scholarships are assigned according to the merit-based shortlist, drawn up by the Admissions Committee. Application for a topic-specific grant implies the candidate's preference for that specific scholarship with respect to the others. The successful applicant awarded the topic-specific scholarship is therefore required to accept it; renouncing the topic-specific grant results in the candidate losing his/her right to enrol in the PhD Programme.

Should a successful applicant withdraw, the next eligible candidate on the shortlist will be awarded the scholarship. If the grant in question is one of the topic-specific scholarships, the next candidate on the list must also have acquired the knowledge of the specific topic.

The scholarship is worth € 13,638.47 p.a., gross of any taxes for which the student may be liable¹².

Scholarships are usually disbursed every two months, in advance. If a student is excluded from the programme, or suspends their participation, reimbursement of any advance payments will be required.

PhD scholarships may not be combined with any other scholarships, apart from those awarded by Italian or foreign institutions to fund a student's research abroad.

The amount of the scholarship is increased by 50% during study periods abroad (which range from a minimum of one month to a maximum of 18 months), subject to prior authorisation by either the PhD supervisor or the PhD Programme Committee.

The scholarship will be funded for the duration of the PhD Programme, provided that the student continues to meet the required standards.

Failure to attend the course for a period of more than **30 days** will result in suspension of scholarship payments.

If a student withdraws from the course at any point, they forfeit their entitlement to any further payments.

Students who have already received even part-payment from a scholarship in Italy for a PhD Programme are not allowed to receive others.

Art. 10 – DUTIES AND RIGHTS OF PHD STUDENTS

Admission to the PhD Programme requires a full-time and exclusive commitment.

Students are obliged to attend the courses, seminars, practical sessions and teaching modules, to engage in constant study and research activities, in accordance with the syllabus and procedures decided by the PhD Programme Committee (as stated in art. 2 of this announcement) and to present a report on their research to the PhD Programme Committee at the end of each year.

Students involved in Joint PhD programmes (also known as co-tutelle) are also required to respect the criteria regarding study and research activities set out in the agreement with the foreign university.

The PhD Programme Committee, giving justification, has the right to exclude students from the School, with the consequent loss of any scholarship, in the following cases:

- a) unsatisfactory results in exams or ongoing assessments during the year of PhD Programme in progress;
- b) the PhD Programme Committee decides a student should not be admitted onto the following year of the course; for this purpose, the PhD Programme Committee will scrutinize both the results obtained during the academic year coming to a close, and the student's commitment and application to their research activities;
- c) the student has taken on paid work without prior authorization from the Doctoral Programme Committee;
- d) prolonged and unjustified absences or periods out of contact.

The acceptance of a scholarship funded by an external institution for specific research obliges recipients to carry out the research activity specified.

¹² At the date of publication of this announcement, Italian law (art. 2, paragraph 26 of Law 335/95 and subsequent amendments) states that scholarships starting from 01/01/2015 are subject to pension fund contributions (INPS), of 30.72% (or 23.50% if the recipient already pays other forms of pension cover), of which 1/3 will be charged to the candidate.



The University guarantees to provide, for the entire duration of the PhD Programme, insurance against accidents and civil responsibility, but solely with regard to activities performed in connection with the PhD Programme.

According to art. 2, par. 1, of Law n. 476 of 13 August 1984 and subsequent amendments, a public employee admitted to a PhD Programme is entitled to ask for leave without pay for study reasons, for the entire duration of the PhD Programme. He/she is also entitled to receive a scholarship, provided the necessary requirements are met.

If an employee on study leave from a public administration is admitted to the PhD Programme without a scholarship, or if they give up a scholarship, they are entitled to receive their normal pay and benefits. If, after obtaining their PhD, an employee subsequently resigns from public service within two years of the end of the PhD Programme, the employee must fully reimburse their employer for the pay received during the entire course¹³.

Art. 11 – ADMISSION TO THE FINAL EXAM AND ACHIEVEMENT OF THE PHD DEGREE

At the end of the course, the PhD Programme Committee gives a detailed evaluation of the student's activities throughout the programme. They also identify two or more external examiners, from faculty members, researchers and experts based in Italy or abroad.

Submission of the thesis to the examiners can be deferred for up to 12 months after the normal duration of the PhD programme. This follows either careful consideration by the PhD Programme Committee or a reasonable request by the student on scientific grounds or in light of other events. A request for deferral must be presented to the PhD supervisor at least 30 days before the end of the PhD course.

Students must provide the external examiners with a copy of their dissertation, a report on their activities during the PhD Programme and copies of their publications.

The external examiners are commissioned to write a detailed analysis of the thesis and to subsequently declare it ready to be defended or in need of revisions. The maximum extension period is six months if significant additions or corrections need to be made.

The final exam takes place in the presence of an Exam Commission nominated by the Rector and appointed by the PhD Programme Committee, in accordance with University Regulations on Doctoral Research. Candidates defend their theses in English. However, the use of another language may be agreed for students involved in joint PhD programmes.

Candidates who successfully defend their theses are awarded a Ph.D. in International Studies.

Before being issued with their degree certificate, candidates must submit the final version of their dissertation to the University's open-access archive. The University guarantees the safe preservation of the dissertation and public access to it. The University is also legally required to ensure that the National Libraries of Rome and Florence receive copies of the dissertation.

Art. 12 – INTELLECTUAL PROPERTY RIGHTS TO RESEARCH RESULTS AND PUBLICATIONS

Without prejudice to the Italian law on copyright (legislative decree 633/1941 and subsequent amendments), the use of results derived from doctoral research conducted with scholarships financed by external bodies may be subject to restrictions imposed by specific funding agreements; doctoral grant-holders will be informed upon award of the scholarship of any such restrictions.

Art. 13 – DATA PROTECTION

The University of Trento, in accordance with the Legislative Decree 196/2003 (Personal data usage), shall use the personal details provided by the candidate for the sole purpose of participation in the selection procedure.

¹³ For further information refer to the regulations mentioned.



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Participation in the selection procedure implies, in the full respect of the above mentioned norms, that candidates implicitly accept that the results of the selection procedure be published on the University of Trento's website.

The University of Trento, via Calepina 14, 38122 Trento is the data controller.

Art. 14 – REGULATIONS

For matters not explicitly mentioned in the present announcement, please refer to art. 4 of Law n. 210 of 3 July 1998, as amended by art.19 paragraph 1 of Law n. 240 of 30 December 2010, to Ministerial Decree n. 45 of 8 February 2013, to the University Regulations for Doctoral Courses issued by Rector's Decree n. 383 of 4 July 2013, subsequently amended by Rector's Decree n.160 of 18 March 2014 and to the Regulations of the PhD Programme in International Studies approved by the School's Council on 12 September 2013.

On behalf of the Rector
The Head of Education and Student Services
Dott. Paolo Zanei



Declaration substituting
DEGREE CERTIFICATE

(Art. 46 par. I, m, n – Presidential Decree 28 December 2000, n. 445)

The undersigned _____

Place of birth (*town+country*) _____ date of birth _____

Official postal address (*street, number, zip code, city, country*) _____

Phone _____ Mobile/cell _____

email _____

aware of the penal sanctions pursuant to Art. 76 of the Italian Presidential Decree no. 445 of 28.12.2000 for falsifying documents and making untrue declarations

HEREBY DECLARES

A) To have graduated in: _____

Graduation Date: _____ Degree classification ¹⁴ _____

with mark _____ out of _____

Type of degree: ☐ MA / ☐ MSc

University of: _____

Country: _____

And

To have passed the following exams during my university career:

Course title	Mark (out of)	Date

¹⁴ Only for degrees obtained in Italy



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Alternatively:

- B) To have **not** yet graduated, and to be aware that admission to the PhD Programme is conditional upon the presentation of the degree certificates by the scheduled date in the announcement.

Currently studying (subject) _____

At the University of: _____ Country: _____

Expected date for awarding of final degree:

To have passed the following exams during my university career:

Course title	Mark(out of)	Date



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Date _____

Signature _____

Full, legible signature

This declaration is exempt from stamp duties, pursuant to Art. 37 of the Italian Presidential Decree no. 445 of 28.12.2000.

*The present declaration does not require authentication of the signature and the declaration does not need to be signed in the presence of the person assigned to receive the document. However, the signatory should attach a copy of their identification document to the present certificate.